

APPROVED

Downtown Providence District Management Authority

Board of Directors Meeting Minutes

November 19, 2014

1. Roll Call

Chairman Richard Lappin called the meeting to order at 8:34

Directors present: Joe DiBattista, Steve Durkee, Robert Gagliardi, Susan Lapidus, Richard Lappin and Robert Taylor

Ex Officio Members present: Lt. Tim O'Hara, Josh Heidenreich, Russ Ricci

Others present: Dan Baudouin, Executive Director of The Providence Foundation; Joelle Kanter, The Providence Foundation Program Manager; Frank LaTorre, Director of Public Space, Alison Izzi, DID Accounting Manager and Frank Zammarelli, Block by Block Operations Manager, Cliff Wood, DPPC Exe, James Cooke, Audit Manager at LGC &D, Judith Enright, Audit Principal at LGC & D

2. City of Providence Update

Lt. Tim O'Hara reported that violent crime is down 34%, property

crime is down 31% and other crime is down 15%. He reported that 52 new officers are in training and will be on their own the 3rd week of December. This will result in more foot patrols downtown which will be beneficial when Kennedy Plaza re-opens.

3. Presentation and VOTE on the 2014 Audit Report

James Cooke, Audit Manager from Lefkowitz, Garfinkle, Champi & DeRienzo, presented the 2014 audit report and reported that the financial statements present fairly in all material respects the financial position of the Downtown Providence District Management Agency for the fiscal year ending June 30, 2014, in accordance with generally accepted accounting principles.

Director Durkee motioned to accept the 2014 audit report and Director Gagliardi seconded the motion and a roll call vote was held as follows:

Director DiBattista Yes

Director Durkee Yes

Director Gagliardi

Director Lapidus

Director Lappin

Director Taylor Yes

Yes

Yes

Yes

Therefore the motion passed.

4. Approval of the minutes from the October 16th meeting

Director Joe DiBattista motioned to approve the minutes from the October 16, 2014 Board Meeting. Director Susan Lapidus seconded the motion and a roll call vote was held as follows:

Director DiBattista Yes

Director Durkee Yes

Director Gagliardi

Director Lapidus

Director Lappin

Director Taylor Yes

Yes

Yes

Yes

Therefore the motion passed.

5. Financial Report

Alison Izzì reported that collections for the first and second quarters of 2015 were at 95% & 84% .Second quarter revenue posted on October 1st. RIPTA Overtime expense for the month was \$4,848. All other expenses are tracking on or below budget.

Director Joe DiBattista motioned to accept the October financial statements, Director Robert Gagliardi seconded the motion, and a roll call vote was held as follows:

Director DiBattista Yes

Director Durkee Yes

Director Gagliardi

Director Lapidus

Director Lappin

Director Taylor Yes

Yes

Yes

Yes

Therefore the motion passed.

7. Report from the Director of Public Space

Frank LaTorre reported on the ADA sidewalk project. He continues to work with RIDOT to keep the project moving forward and the project will begin once the federal funds are awarded, which should be some time in 2015. Frank Reported there is an HRP meeting scheduled for December 10th with Arthur Salisbury of the Jewelry District, Mayor elect Elorza, and Dan Baudouin regarding the 2 board of license appointments that will be made by the new administration. The Downtown Security Network (DSOC) has a meeting scheduled for

December 2nd. Frank reported on the Greater Kennedy Plaza Security Network that started last month. Cliff Wood, Dan Baudouin and Frank met with RIPTA and the City to ask RIPTA to step up maintenance services on the plaza. The DID submitted a proposal to RIPTA where the DID would provide clean and safe services in plaza. That proposal was turned down by RIPTA and they have decided to provide the services themselves. The DID will monitor to ensure RIPTA is keeping the plaza clean.

8. Marketing Report

Joelle Kanter reported that all sign locations, messages and sign types have been confirmed on the signage project. Joelle is working with John Seeley to update the signage map and final edits are being made to the bidding package. Joelle reported that the city plans to offer 2 hours of free on-street parking for the holiday, running from Thanksgiving through New Year's Day. Stickers have been created to post on the parking meters announcing the special. The special will be promoted through our websites and social media outlets. Also, the Arcade is hosting Yelp's Merry Marketplace on Wednesday, December 10th with food and drinks and pop up vendors. Through the Downcity Fund, we are also supporting InDowncity's holiday programs which include a bagel bar, holiday movies, Polaroids with Santa, holiday crafts and the Rock 'n Roll Yard Sale on December 13th.

9. Block by Block Report

Frank Zammarelli reported that all the flowers, hanging baskets and ground gardens, have now been removed. He has added trees and shrubs to the gateway gardens and ordered 90 Christmas wreaths and greenery for 30 planters. The wreaths and planters will be installed starting the day after Thanksgiving. He purchased 2 new snow blowers with the Champlin Grant funds.

10. Economic Development

Dan Baudouin thanked the DID for its support of the “Yes on 6” Campaign which was a success, The \$35 million bond referendum passed in November. The bond will support the construction of a new transit hub which is a major opportunity for transit in the in the State of Rhode Island and will also have a significant economic benefit in the district.

11. Adjournment

The meeting was adjourned at 9:35 a.m.

Respectfully submitted,

Alison Izzi
Accounting Manager
Downtown Improvement District